

Letter of Demand

To : AIG Asia Pacific Insurance Pte Ltd

Re : Accident involving my vehicle no. SLP8733E and vehicle no. SLT1174C on 22/8/2018 at 0705 HRS PM/AM along 136 Tampines & 11

- 1) I/We, the owner of vehicle no. SLP8733E hereby appoint 1st Autoworks Pte Ltd ("the workshop") to act for me/us to recover damages sustained in the above accident from the third party driver and/or insurers. Claims are as follows :

Vehicle Repair cost / Excess	\$ <u>3041.90</u>
Vehicle Rental Fee for _____ days @	
\$ _____ per day	\$
Loss of use/rental for <u>2</u> days @	
\$ <u>100</u> per day	\$ <u>200.00</u>
Loss of income for _____ days @	
\$ _____ per day	\$
Police search fee/police report fee/LTA search fees	\$
Others <u>/ Search fees</u>	\$ <u>2.00</u>
Total :	\$ <u>3243.90</u>

Signature of vehicle owner

Tan Heng Kee



Name -

Tan Heng Kee

Address :

Blk 265 Tampines

Street 21, #06-46, Spout 520265

Tel :

98423633

Witnessed by :

Suhaimi

Authorization To Act

I, Tan Cheng Kee ("the third party claimant") of
Blk 265 Tampines Street 21 HDB-86 Singapore 520265
(address), owner of SLP8433E (vehicle no.) hereby
authorize 1st Autoworks Pte Ltd
("the workshop") to act for me with respect to my claim for repair
costs and/or rental and/or loss of use ("claim") for my vehicle
no. SLP8433E that was damaged pursuant to the accident which
occurred on 22/4/2018 (date) along 136A Tampines
St 11 (location) involving
vehicle no/s SLT1174C
("the accident").

I further authorize the workshop to settle my above mentioned claim in a manner that they deem fit and the workshop is further authorized to receive payment further to settlement of my claim with payment cheque/s being made in favour of the workshop.

I further acknowledge that any settlement the workshop may reach on my behalf is on a without prejudice and without admission of liability basis in so far as the driver/owner/insurers of the other vehicle/s is concerned.

Dated this 21 day of 05 (month) 20 18 (year)



Signed by "the third party claimant"



Signed by "the workshop"

Letter of Authorisation & Indemnity

Accident Involving Vehicle no. SLP8433E and SLT11740 On 22/4/2018

At 136A Tampines St 11

1. I/We, the owner of vehicle no. SLP8433E hereby instruct and authorize 1st Auto Works Pte Ltd ("the workshop") to commence repairs to the said vehicle. Pending the outcome of my/our claim against the third party, I/we forthwith pay you the sum of \$_____ being refundable deposit of the repair to my/our said vehicle.
2. You are further authorized to appoint solicitors on my/our behalf and give the solicitors full instructions as if the appointment is made and instructions are given by me/us with respect to the conduct of my/our claim against the third party driver and/or his insurers including if necessary, to commence legal proceedings in court in my/our name against the third party.
3. You have my/our full authority to instruct my/our solicitors to negotiate a settlement with the third party and/or his insurers on such terms as you deem fit.
4. Upon resolving my/our claim, you are authorized to agree with my/our solicitors on the amount of their professional costs and disbursement for acting for me/us and to receive payment of the balance of the settlement sum on my/our behalf directly into your account. In the event that my/our claim or legal costs of the third party as well as the professional costs and disbursements of my/our solicitors notwithstanding that my/our solicitors were appointed by you on our behalf.
5. I/we also hereby instruct and authorise you deduct directly from the claim monies received from the third party all outstanding balances that are still owing to you, namely the balance of repair costs and rental of substitute vehicles.
6. In the event that I/we am/are required to attend at my/our solicitors office or to attend court in connection with my/our claim, I/we shall render full co-operation.
7. In the event that my/our claim against the third party and/or his insurers is not successful or cannot be proceeded with and/or if any Judgement or settlement is not honoured or satisfied by the third party, I/we authorise you to revert the claim against my/our own insurers for the cost of repairs and any other losses recoverable under my/our policy of insurance. In this respect, I/we understand and accept that the excess amount applicable under policy of insurance shall be borne by me/us.
8. If for whatever reasons, my/our insurers reject my/our claim for indemnity for the cost of repairs and/or any other losses recoverable under the policy of insurance or make an offer to pay less than the amount claimed by you, I/we agree and undertake to pay the full amount of your repair bill and survey fees and any other expenses reasonably incurred on my/our behalf or to pay you the difference in amount, as the case may be.
9. I/we shall keep you informed of any correspondences and/or summons that I may receive due to this action agreeing to pay or receive any monies due to this claim.

Dated this 21 day of 05 2018

Signature of vehicle owner

Tan Kheng Kee



Suhaimi

Name - Tan Kheng Kee

Witnessed by :

IC No : S7632643F

Suhaimi

(Company stamp, if applicable)

Address : 265 Tampines Street 21,

#06-46, S'pore S20265

Tel : 9892 3633

1st Autoworks Pte Ltd
23 Kaki Bukit Ave 4, #04-01 (South Wing) Singapore 415933

TAX INVOICE

AIG Asia Pacific Insurance Pte. Ltd
78 SHENTON WAY
#07-16
SINGAPORE 079120

GST Ref. No: 29-0000274-Z

Vehicle No: SLP8433E
Chasis No: KL1YA7589HK616032
Engine No: A14NET170200734

Invoice No: CGI-ASC-18IR00745G

Invoice Date: 05-Jun-18

DESCRIPTION	AMOUNT	SGD
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Parts

<u>No.</u>	<u>Qty.</u>	<u>Description</u>	<u>Price (SGD)</u>
<u>1</u>	1	Front Bumper Emblem	\$ 181.00
<u>2</u>	1	Front Bumper Upper	\$ 1,750.00

Total: \$ 1,931.00
Less 10%: \$ 193.10
Parts Total : \$ 1,737.90

Labour

<u>No.</u>	<u>Description</u>	<u>Price (SGD)</u>
<u>1</u>	To dismantle / renew the accident damaged portion, to panel beating, reshape, straighten, orientate and align repair / replacement parts. (\$550 per day)	\$ 550.00
<u>2</u>	Carry out spray painting on accident affected area (\$450 per panel)	\$ 450.00
<u>3</u>	To disconnect wire harness of electrical component to facilitate repairs, reconnect and check electrical function after repair	\$ 30.00

Labour Total : \$ 1,030.00

Other

<u>No.</u>	<u>Other Description</u>	<u>Price (SGD)</u>
<u>1</u>	1 Number plate with casement	\$ 45.00
<u>2</u>	10 Front bumper clip	\$ 30.00

Other Total : \$ 75.00

Total : \$	2,842.90
GST (7%) \$	199.00
Grand Total: \$	3,041.90

Yours Faithfully,

 **Suhaimi Ong**

Suhaimi Ong

Service Advisor

Tel: 68441985 Fax:68445185

E & O E

- ALL CHEQUE PAYMENTS SHOULD BE CROSSED AND MADE PAYABLE TO "IST Autoworks Pte Ltd".
- PLEASE INDICATE THE INVOICE NO. ON THE REVERSE SIDE.

**GENERAL INSURANCE ASSOCIATION OF SINGAPORE
RECORDS MANAGEMENT CENTRE**

6 Raffles Quay #18-00, Singapore 048580
Phone: +65 6224 0010 Fax: +65 6224 0030
Operating Hours: Monday to Friday 9am to 5pm
GST Registration No: M400017735

Third Party Insurer Enquiry

Our Ref No: GR-18-062560

Date of Request: 25/04/2018

Your Ref No: Online Purchase

1st Autoworks Pte Ltd
23 Kaki Bukit Ave 4
#04-01
Singapore 415933

Dear Sir/Madam,

Enquiry Date 25/04/2018
Enquiry By Mohd Suhaimi Bin Mohd Suadi Ong
TP Vehicle No. SLT1174C
Accident Date 22/04/2018

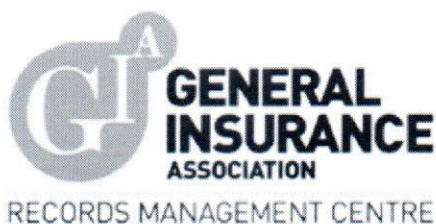
Enquiry Result

TP Vehicle No.	Insurer	Period of Insurance	Insurer Tel. No.
SLT1174C	AIG Asia Pacific Insurance Pte. Ltd.	19/10/2017-18/10/2018	65-6419-3000

Thank You.

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TAX INVOICE

Our Ref No: GR-18-062560

Date of Request: 25/04/2018

Your Ref No: Online Purchase

1st Autoworks Pte Ltd
23 Kaki Bukit Ave 4
#04-01
Singapore 415933

Dear Sir/Madam,

Enquiry Date 25/04/2018
Enquiry By Mohd Suhaimi Bin Mohd Suadi Ong
TP Vehicle No. SLT1174C
Accident Date 22/04/2018

DESCRIPTION	AMOUNT (S\$)
TP Insurer Enquiry	1.87
GST Amount	0.13
Total Amount Due (GST Inclusive)	2.00

Thank You.

This is a computer generated document and requires no signature.

For GIARMC Official use:

Date:

☒ [X] GIRO ☐ [] Cash ☐ [] Cheque